

MINUTES
Floyd County Solid Waste District
Board of Directors Meeting
December 19, 2023

Call to Order and Roll Call

Meeting called to order at 4:33 p.m. by Brad Striegel

Present

Brad Striegel, John Schellenberger, Al Knable, Jason Sharp, Adam Dickey

Absent

Jeff Gahan, Brandon Hopf

Attending

Rick Fox (County Attorney), David Isaacs (Community Member), David Watson (Operations Manager), Scott Stewart (Director)

Approval of Minutes

Mr. Striegel called for a motion regarding the November 21 meeting minutes. Dr. Knable moved to approve the November minutes as submitted. Mr. Sharp seconded. All approved. Motion carried.

Approval of Claims

Mr. Striegel called for a motion to approve the December Register of Claims as submitted. Mr. Dickey moved to approve the December Register of Claims. Dr. Knable seconded. All approved. Motion carried.

Director's Report

Marketing & Communications

- November Website Analytics- we had 778 users and 753 new users.

Staffing Update

- We have 15 total which is unchanged. However, for 2024 we are planning to reclassify David Massengill as full time 30 hours with benefits. His job title will change to Transport Manager. Mr. Massengill is exceptionally motivated, takes initiative to fix our equipment and is excited to be involved in the neighborhood project.

Re-Bid Opening

- There was one sealed bid submitted for the new building proposal, by McRae Enterprises. The Board President opened the sealed envelopes and announced the bid.
- McRae Enterprises total bid was \$169,526.40 on the base bid and additional \$11,282 to add insulation.
- Mr. Stewart recommended that the board reject the bid. Mr. Fox has advised Mr. Stewart that we can move forward on a building without a formal sealed bid process if the cost is under \$50,000, provided we get at least three quotes, and the project would be to simply add on to the existing structure vs. building a brand new structure. This would require board approval after reviewing the quotes and selecting a builder. Dr. Knable suggested we contact Prosser for any help they may provide.
- Mr. Striegel called for a motion to reject the bid. Dr. Knable offered the motion to reject the bids. Mr. Schellenberger seconded. All approved. Motion carried.

- Mr. Stewart will solicit three quotes to be presented to the special board meeting on December 28. Mr. Schellenberger moved to allow Mr. Stewart to solicit three quotes on the add-on building. Mr. Sharp seconded. All approved. Motion carried.
- Since we are not building a brand-new structure, we will not be spending the budgeted amount of \$83,000. We are now looking to spend approximately \$49,000. This leaves an extra \$34,000 that was previously approved by the board to be spent under contract this year and carried over into 2024. Mr. Stewart would like to spend this on a new forklift. Mr. Watson has gathered three quotes. The lowest quote was \$18,900 and the highest was \$32,500. The recommended one is \$21,000, from Rodriguez Enterprises. It is a refurbished forklift with 9000 lb. capacity. Dr. Knable moved a motion to approve the purchase of a forklift with a cap of \$33,000. Mr. Sharp seconded. All approved. Motion carried.

Highlights – 2023

- Mr. Stewart noted a number of highlights for the team in 2023, including the following:
 - In 2023 we applied for four grants and were awarded three. We received \$5,000 from Caesars. We were awarded two grants from IDEM. The Recycling Market Development Grant was for \$52,255 for which 2023 funds are earmarked for 2024.
 - The most recent (Community Recycling Grant Program) is for \$25,125 with a 25% match to fund a baler and education materials.
 - The Legacy Foundation was not successful.
 - We cut expenses in management of Electronics recycling and the management of Household Hazardous Wastes (HHW).
 - We also had front page coverage in the News & Tribune on 9/28.
 - Our website is best in class vs. regional peers.
 - We strengthened our team with excellent new hires, plus modified one operator into a operator/educator and a transporter to serve as a transport & efficiency manager.
 - We added new/used equipment, including a new truck.

Budget/Financial

- The Dashboard is projecting an increase in traffic counts by 3%, but a decrease in volume by 8%. We are seeing more people who are bringing less items. We feel like our patrons enjoy the social time of dropping off their recycling because our team is very welcoming. Mr. Schellenberger and Mr. Striegel both expressed how they enjoy seeing the team when they bring their recycling to both sites, stating our team is most welcoming and makes it enjoyable.
- Mr. Stewart is planning to explore with Dr. Uric Dufrene at IUS to look at the metrics and help us analyze the data.

2023 True Ups

- The complete breakdown of true-ups was provided in the board packet. Mr. Stewart reviewed each line item that needed adjustments.
 - FICA was over by \$917. Pull from PERF.
 - Operators Salary was over by \$11,498. Pull from Health Insurance.
 - Transporters Salary was over by \$3,530. Pull from Workman's comp.
 - Repair of Equipment was over by \$990. Pull from Health Insurance.
 - Riverlink tolls were over by \$13. Pull from Health Insurance.
 - All Insurance was over by \$728. Pull from Bonds (\$647) and Health (\$81).
- Mr. Schellenberger moved a motion to approve these adjustments. Mr. Dickey seconded. All approved. Motion carried.

2024 Budget Modifications

- Mr. Stewart would like to make adjustments to some line items with the total budget amount remaining the same.
 - Administrative Assistant salary decreased by \$3,224.
 - Recycling Operators salary increased by \$1943.
 - Transporters salary increased by \$26,496.
 - PERF increased by \$4209.
 - Health insurance increased by \$11,137.
 - FICA increased by \$895.
 - Life Insurance decreased by \$136.
 - River Link decreased by \$500.
 - Advertising decreased by \$5,000.
 - Bonds decreased by \$500.
 - Dues/Subscriptions decreased by \$500.
 - Matching Grants decreased by \$34,820.
 - Equipment and Buildings increased by the earmarked amount of \$83,000, totaling \$133,000.
 - Total budget including operations and capital amount remains the same at \$579,234.
- Mr. Schellenberger moved a motion to approve the 2024 Budget modifications. Dr. Knable seconded. All approved. Motion carried.

Operations/Initiatives

- We have been using River Metals on big TVs and E-waste recycling; we earn revenue instead of paying to process recycling.
- Proposed Recycle Floyd County (RFC) Partnership with Baptist Health Floyd (BHF) - the BHF facilities manager is still on medical leave. This will be placed on the back burner for now and perhaps revisit at a later time.
- PC Home Center is interested in looking into how to better organize recycling. They may consider making a show kitchen that has built-in organized spaces in the cabinets for advanced separation recycling.
- We are partnering with Floyd County Parks & Recreation, Soil & Water, and Highway & Public Works on the Christmas Tree Recycling Program this year. Drop off locations are Sam Peden Park, Letty Walter Park, Garry Cavan Park and Galena Digital Library. All the information is posted on our website and Facebook.

2024 Proposed Schedule

- The board has committed to have regular scheduled meetings six times in 2024. The proposed schedule is: Jan 16, Mar 19, May 21, July 16, Sep 17, Nov 19, Dec 17. A special meeting between the regular meetings can be called if needed.
- Dr. Knable moved to approve the 2024 proposed schedule. Mr. Schellenberger seconded. All approved. Motion carried.

Director Salary and Hours

- Mr. Schellenberger mentioned that perhaps we should consider an increase on the Solid Waste Director's salary. Mr. Stewart has not taken an increase and has been paid at \$50,000 since appointed in February 2022. Mr. Striegel mentioned that according to the WIS report he believes that is significantly lower, perhaps even \$10,000 or more difference. Mr. Stewart also does not take the county benefits on health insurance or PERF, as he has qualified elsewhere.

- Mr. Stewart appreciated the thought but does not want an increase. He wants to serve the county and considers this his contribution to a great cause. Plus, it would be difficult to find the funds. The board noted that in the event Mr. Stewart should no longer work as the Director of Solid Waste, the next replacement would likely want the full market value on salary and benefits.
- Mr. Stewart suggested in lieu of an increase, he would like to modify his work schedule in 2024. For the last 1.5 years he has worked almost every Saturday in addition to the five weekdays. He would like to consider a four day work week so he can take some long weekends to visit his grandchildren out of state. He would remain committed to work completion and not missing any deadlines.
- The board was supportive of this but would like to discuss with the county HR Director to ensure this is something we can do. Mr. Striegel will discuss with Michelle Portwood and come back with a recommendation at the next meeting. The commissioners and the council are meeting on December 28, and the solid waste board would like a few minutes on the agenda.
- Dr. Knable requested an email to be sent to remind the board to make an attempt to attend on December 28. Mr. Stewart will send out the email.

Public Input

- David Isaacs suggested that one reason our volume is down is due to patrons becoming more familiar with what is recyclable. In years past, he noticed we had more “trash” items being brought that were not recyclable. Also, he suggested that perhaps manufacturers have a lack of knowledge about recycling and what is recyclable.

Adjournment

At Mr. Striegel’s request, Dr. Knable moved to adjourn at 5:26 p.m., and Mr. Sharp seconded. Motion carried, meeting adjourned.

SPECIAL BOARD MEETING: December 28, 2023 @ 12:30p.m.

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Approval of December 19, 2023 Minutes, Solid Waste District Board of Directors Meeting:

Brad Striegel, President

John Schellenberger, Vice President

Al Knable, Member

Adam Dickey, Member

Jason Sharp, Member

Brandon Hopf, Member

Attest: Scott Stewart, Director